

CHAPTER G

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This chapter discusses maintenance of public facilities. Public facilities include the following:

- (A) Safety Roadside Rest Areas
- (B) Weigh Stations
- (C) Park and Ride Lots
- (D) Vista Points.

Agricultural Inspection stations are not public facilities. They are owned and operated by the Department of Food and Agriculture. Maintenance of signs and stripes at these inspection stations are handled through an interagency agreement administered by the Maintenance Program.

G.01 General

Maintenance of all public facility items including roadway surfacing, signs, pavement markings, buildings, and electrical installations are reported and charged to this family.

Complete definitions of the "G" family problems are in Volume 2 of the Maintenance Manual (Programming and Scheduling).

Refer to Section G.05 of this Chapter for maintenance levels applicable to this program.

G.02 Laws and Regulations

- (A) Streets and Highways Code, Article 7 (Sections 218 - 227)

This code contains state laws related to Safety Roadside Rest Areas. Topics include planning and design, vending machines, missing children information and provisions for persons with disabilities.

- (B) Welfare and Institutions Code Section 19403 and Government Code Section 19130.

These codes provide for the use of rehabilitation facilities for janitorial services and landscape maintenance in safety roadside rest areas. For purposes of these sections, rehabilitation facilities are organizations sanctioned by the Department of Rehabilitation.

(C) Public Contracts Code Chapter 4, Article 1 (Sections 12150 - 12158)

These code sections contain State laws related to recycling. Both the Department of General Services and the California Integrated Waste Management Board assist in administering this program.

(D) Title 21, Chapter 20. California Code of Regulations (CCR)

Rules and regulations for rest areas are included in this code.

State law requires that rest area maintenance be performed by state forces except at locations where the work can be performed by rehabilitation facilities under the provisions of Welfare and Institutions Code Section 19403. An exception to this requirement is the extremely remote facilities which have been under contract to private vendors and where the rehabilitation facility services are not available.

G.03 Policy for Safety Roadside Rest Areas

The following is the Maintenance Program policy regarding Safety Roadside Rest Areas (SRRAs).

(A) Safety Roadside Rest Areas Standards

- (1) Clean rest room facilities.
- (2) Adequate supply of paper products.
- (3) Grounds that are manicured, uncluttered and attractive.
- (4) Clean parking areas.
- (5) Attractive buildings that are properly painted and repaired.
- (6) Service facilities such as telephones and water fountains that work.
- (7) Public information in well maintained kiosks.

(B) Minimum Hours of Janitorial Coverage

The cleanliness of rest area facilities depends on adequate janitorial coverage consistent with the level of patronage. Janitorial service should reflect the following minimum hours of coverage:

Patronage (persons per day)	Daily Hours of Coverage
Less than 500	4
501-2,500	8
2,501-4,500	12
4,501-6,000	16
More than 6,000	24

Service contracts should reflect extra coverage, as needed, for peak seasons and for three day weekends.

Patronage (visitor counts) must be determined from actual counts and should be reasonably current.

(C) Service Contracts for Janitorial Service

By law, rest area maintenance must be performed by State forces, unless janitorial services are provided by Rehabilitation Facilities sanctioned by the Department of Rehabilitation. Caltrans may enter into contracts for janitorial services with Rehabilitation Facilities.

It is Caltrans policy to utilize these groups whenever possible where their services can be obtained at a reasonable price. Experience on a statewide level with these groups has been consistently satisfactory.

These contracts are negotiated and do not need competitive bidding. Districts are encouraged to develop long term relationships with service providers, and retain providers so long as the costs are reasonable and service levels are satisfactory.

Janitorial service contracts should be written to reflect the minimum hours of coverage listed above in this section. Service contracts should reflect extra coverage, as needed, for peak seasons and three day weekends.

(D) Periodic Inspections

Rest areas should be checked periodically for the presence of safety problems such as cracked sidewalks.

(E) Winter Closures

Safety roadside rest areas normally should be kept open at all times; however, rest areas on rural highways in snow areas may be closed during the winter months when they receive little use. Winter closure schedules must be approved by the Maintenance Program Manager.

(F) Maintenance of Rest Area Buildings

Rest area buildings should be maintained in the as built condition. Any damage (e.g., broken tiles or fixtures) should be immediately repaired to ensure like new condition. Buildings should be painted frequently. Graffiti should be immediately removed. Districts should exercise care to ensure all facilities are in working order.

(G) Joint Operational Agreement Between Caltrans and California Highway Patrol (CHP)

Caltrans and the CHP have entered into a joint operational agreement to suppress vandalism and illegal activities at SRRAs. Refer to this agreement for remedial actions when operational problems develop involving illicit activities. This agreement provides for rest area managers when conditions warrant.

(H) Report lost, stolen or vandalized property to the CHP.

(I) Unless otherwise provided for by law, vending activities and solicitation of any form is strictly prohibited at SRRAs. This includes the distribution of free refreshments as a fund raiser.

Vending by the Business Enterprises Program and newspaper distributors is provided for in the Streets and Highway Code sections noted above in Section G.02.

G.04 Water Quality Concerns

(A) Drain inlets in rest areas, weigh stations, vista points and park and ride lots should be stenciled with an appropriate notice if the drain flows to inland or coastal waters.

(B) Roadside Fountains

Under the Pure Water Law of the California Health and Safety Code, Section 4031, it is the duty of the Department to take samples of water used for drinking purposes and to ascertain its purity. This is done as often as is deemed necessary under local conditions.

Notify County Health Department when a new fountain is constructed and arrange for periodic inspections either by county personnel or a certified laboratory. It is good practice to watch for unusual circumstances which may contaminate the water.

Where the local health department finds the water to be contaminated, maintenance should place a white warning sign approximately 48 inches x 25 inches (1.22 meters x .635 meters) with 4 inch (.102 meters) black; letters to read: "DO NOT DRINK THIS WATERFOR RADIATORS ONLY" or other signing approved by the local health officials.

Remove the nipple or fill pipe from the fountain to prevent children from drinking contaminated water.

G.05 Levels of Service

(A) Rest Area Grounds and Buildings Maintenance

(1) Planted and Unplanted Areas

Planted areas including lawns, shrubs and trees shall be maintained in accordance with Maintenance Levels under the "E" family--Landscaping. Modifications to the landscape design concept should not be made without consulting the District Office of Landscape Architecture.

Unplanted areas shall be maintained in accordance with maintenance levels, established in the C-2 family--Vegetation Control. The one exception is that grasses, other than lawns, shall be maintained below a height of 6 inches (.1524 meters).

Plants and lawns must be watered as required according to local climatic conditions. Whenever possible, watering should be done during the early morning hours.

(2) Fixtures

Tables, benches and other fixture tops must be kept free of soil and stains. Hose these fixtures with water and the use of a general purpose cleaning material.

Table and bench tops should not be sprayed with insecticide nor treated with disinfectant unless the surfaces can be rinsed off immediately with clean water.

Brushes or rags that have been used to clean inside the rest rooms should not be used to clean picnic table tops or benches.

(3) Pests

When possible, eradicate harmful insects and pests from the rest area. Ants, spiders, wasps, flies and mosquitoes should be sprayed with appropriate insecticides. The undersides of the tables should be checked for spider webs.

During the season of flies and mosquitoes, the interior of the rest area should be sprayed as frequently as necessary to control the insects.

Consult the District Landscape Specialist for control of pests.

(4) Paved Areas and Roadways

Paved walks and roadways shall be swept as needed. All paved areas including floor slabs should be kept free of sand, gravel, grease and other debris.

(5) Drinking Fountains

Drinking fountains should be cleaned, disinfected and kept free from scale caused by "hard" water. Well, spring or surface water sources require special testing to ensure compliance with public drinking water standards (Health and Safety Code Section 4029).

(6) Vandalism

Vandalism should be reported so corrective measures can be taken without unnecessary delay. Where electrical fixtures have been removed leaving bare wire ends, the circuit breaker should be opened and the wire ends taped as a temporary safety measure until permanent repairs can be made.

(7) Roadside Ecological Viewing Areas (REVA)

Maintenance, repair or replacement of Roadside Ecological Viewing Area (REVA) sites should be coordinated with the Maintenance Program, Office of Roadside Maintenance.

(B) Rest Room Maintenance

Rest rooms should be serviced as needed. Service will include, but not be limited to the following:

- (1) Sweep and wet-mop all rest room floors with safer alternative cleaners, or hose down where design permits. Major cleaning of the rest room should take first priority of services provided.

- (2) Clean and disinfect all wash basins, toilets, toilet seats, urinals, and drinking fountains. The rest room should be sprayed for insect control if needed.
- (3) All chrome plumbing connections and mirrors should be cleaned.
- (4) Toilet tissue, towels, soap, and other rest room supplies should be replenished as needed.
- (5) Smudges and writing on walls, woodwork, doors, and glass areas should be removed.
- (6) Wells, pumps, heating systems, and other special facilities should be repaired as soon as possible after malfunction or breakdown is detected.
- (7) Facilities damaged by vandals should be repaired as soon as possible.

(D) Weigh and Inspection Stations

Weigh and inspection stations are in three categories:

- (1) Facilities for portable scales.
- (2) Scales with modest or no buildings.
- (3) Scales with permanent buildings which house full time CHP staff.

Weigh and inspection stations are owned by Caltrans but are operated by the California Highway Patrol (CHP). Light repair is provided by the CHP through an interagency agreement with Caltrans for occupied facilities. The maintenance of larger facility items is the responsibility of Caltrans. The agreement should be consulted for specific details.

Underbay lights are maintained by Caltrans. Facilities for portable scales are maintained by Caltrans forces.

Typical signs to be placed at scale yards are shown in the appendix. Additional signs may be placed as local conditions require after approval by the District Traffic Engineer.

(E) Park and Ride Lots

Most Park and Ride lots are owned and maintained by Caltrans. However, some lots are provided by agreement with the landowner.

All maintenance of Park and Ride lots is the responsibility of Caltrans unless covered by special agreement. Districts are required to consult the agreement to determine the arrangement for maintenance of non Caltrans-owned facilities.

The Adopt-A-Highway program provides for the adoption of park and ride facilities for litter removal and landscaping maintenance.

(F) Vista Points

Litter receptacles normally are not provided at vista points. It is important to inspect vista points frequently to keep them presentable.

Kiosks at vista points should be painted as needed and maintained in a clean condition.

Interpretive displays should be inspected periodically and replaced when needed.

Consult the District Office of Landscape Architecture for replacement panels.

The Adopt-A-Highway program provides for the adoption of vista point facilities for litter removal and landscape maintenance.